

~~SECRET~~

SAPC-3963

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**EYES ONLY**

24 February 1956

**MEMORANDUM FOR:** Project Director of Operations  
Project Director of Administration  
Project Security Officer

**THROUGH** : Deputy Project Director

**SUBJECT** : Handling of all Matters Relating to Special  
Intelligence

25X1A  
1. Mr. Huntington Sheldon, Assistant Director for Current Intelligence, is the senior officer of this Agency charged with responsibility for all matters having to do with Special Intelligence. It is essential that we be guided by him in handling requests for Special Intelligence clearances for members of the Project Staff, arrangements for a Restricted Area where SI material can be stored and used, requests for any facilities for the receipt of SI material and requests for any services involved in the provision of such material. Mr. Sheldon has urgently requested that all such requests be handled either through [ ] or directly with Mr. Sheldon himself on an EYES ONLY basis. Under no circumstances should approaches be made to anyone else through any other channel on these matters.

25X1A  
2. Arrangements concerning the installation of any necessary communications facilities and the provision of SI material should normally be made through [ ] who will undertake to obtain necessary approvals from Mr. Sheldon. Requests for the clearance of persons, the approval of a secure area, or other security arrangements, except where the matters are of a routine character, should be directed to Mr. Sheldon, EYES ONLY.

cc: Assistant Director for  
Current Intelligence

3-Dir Admin

4-Sec Offr

5-RMB Chrono

6. [ ]

7. [ ]

8-Pro. Chrono

RICHARD M. BISSELL, JR.  
Project Director

25X1A

RMB:djm

1-Dir of Ops

2-AD/Ci